**Seiya Yoshioka**

**Birth date: 11**/3/1996  **Languages:** Japanese – native, English – fluent

**Nationality:** Japanese

**Resides:** Harmony-residence Tsukishima. 201  
 3-10-9 Tsukuda, Chuo-ku, Tokyo, Japan 104-0051

**Mobile Phone Number:** 070-3886-8182

**Email:** vinladtorfin@gmail.com

**Education:**

Apr 2014 – Mar 2018

Nihon University

Bachelor of Letters, Department of English and American Literature

**Qualifications:**

* TOEIC 840 (2017)
* IELTS 6.0 (2016)

**Technical Skills:**

* MS Word, Excel (Basic)

**Summary:**

* HR experience covering recruiting, organizational development, employee relation, and compensation and benefits.
* Took a leading role in HR procedures and policy implementation of the business and organization transformation including, performance management, development and communication.

**Career History:**

Apr 2018 – Present

**Landscape Co., Ltd., Tokyo, Japan**

*Company Description, 230 employees in Japan. IT marketing company with the database*

**Human Resource Development**

**Chief Officer**

* Responsible for experienced and hiring
* Implemented total HR systems, which were Management by Objective system, evaluation system, promotion system
* In Charge of planned and proposed hiring of new graduates
* Managed three staffs Human Resources team
* Developed and provided effective training programs for a new employee
* Assist hiring managers in recruiting process
* Support job & position evaluation process
* Reported to the CEO about recruitment, training problem, and evaluation system
* Achieved promoted Chief Officer in two years from joined the company that is the fastest promotion in the company history